

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES
BOARD MEETING MINUTES

The Caswell County Department of Social Services held its monthly meeting on July 16, 2013 at 9:00 a.m. in the Conference Room of the Caswell County Department of Social Services. In attendance were: Mr. Jeremiah Jefferies, Chairman, Mr. Larry Hamlett, Ms. Marylene McCain, Mr. Kenneth Travis, Mrs. Debbie Rascoe, Administrative Assistant and Ms. Dianne Moorefield, Secretary to the Board. Mr. David Owen was absent from the meeting.

Mr. Jefferies called the meeting to Order at 9:00 a.m. The agenda for the meeting was approved upon a motion by Mr. Travis and second by Mr. Hamlett. Minutes of the meeting held June 18, 2013 were reviewed and approved upon a motion by Mr. Hamlett and second by Mr. Travis. There was no public address to the Board.

Budget Amendment #1 was approved upon a motion by Mr. Hamlett and second by Mr. Travis. This budget amendment includes a Fuel Emergencies/CIP allocation of \$14,818.00. It also includes the adjusted Day Care allocation based on actual allocation rather than estimated, budgeted allocation in the amount of \$535,107.00.

Contracts for SFY 2013/2014 were reviewed and approved upon a motion by Mr. Hamlett and second by Mr. Jefferies.

Board Members were informed that Ms. Lelia Shelton was hired to fill the vacancy in our clerical unit. They were also informed that Mr. Hamlett was reappointed to the Social Services by the Social Services Commission and Ms. McCain was reappointed by the County Commissioners.

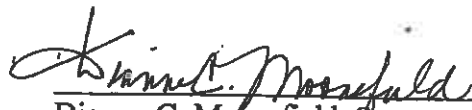
Supervisors attended the meeting and reported on work within their respective units.

The next regular meeting of the Social Services Board is scheduled for August 20, 2013 at 9:00 a.m. in the Conference Room of the Department of Social Services.

Upon a motion by Mr. Travis and second by Ms. McCain the Board meeting was adjourned.

Respectfully Submitted,


Jeremiah Jefferies, Chairman


Dianne C. Moorefield, Secretary

8.20.2013
Date

8-20-13
Date

Caswell County Department of Social Services

Adult Services Board Report

August 20, 2013

Programs:

	July 2012	July 2013
Adult Protective Services		
Number of Reports Received	12	2
Number of Reports Accepted	10	1
Number of Reports for Outreach	2	0
Number Referrals to AHS/DFS/Other Services	0	1

Adult Care Homes/Adult Home Specialist

Number of Adult Care Homes	29	27
Number of Adult Care Homes Monitored	9	7
Number of Complaints Received	1	1

Guardianship Services

Number of Active Cases	20	21
Number of New Cases	0	0
Number of Terminated Cases	0	1

Multidisciplinary Evaluations

Number of Requests Received	1	0
Number of Evaluation completed	2	0

Individual and Family Adjustment Services-Representative Payee

Number of Active Cases	21	22
Number of New Cases	0	0
Number of Cases Terminated	0	0

State/County Special Assistance In-Home (10 Slots)

Number of Active Cases	10	10
Number of New Cases	0	0
Number of Terminated Cases	0	0
Number of Pending Cases	0	0

July 2012

July 2013

In-Home Aide Services

Number of Active Cases	6	7
Number of New Cases	0	1
Number of Terminated Cases	0	1

Transportation Services

Number of Clients Served	162	163
Number of Trips Provided	1,065	855

Transportation Costs compared to July 2012 and July 2013

	2012	2013
EDTAP	\$2,270.50	\$442.70
TTAP (5310)	n/a	\$246.05
Medicaid	\$10,918.66	\$12,761.62
Totals	\$13,189.16	\$13,450.37

This reflects an increase of \$261.21 from the previous year.

Hearings (Local Appeal Hearing & Administrative Disqualification Hearing):

	July 2012	July 2013
Number of Requests Received	1	1
Local Appeal Hearing	0	1
Administrative Disqualification Hearing	1	0
Number of Hearings Conducted	1	0
Local Appeal Hearing	0	0
Administrative Disqualification Hearing	1	0

Respectfully submitted by Lisa H. Anderson
Adult Services Supervisor
August 12, 2013

Board Report
August 20, 2013

- During the month of July we had three new children to enter foster care. One child exited care, custody was return back to parents.

Work Load Report	July 2013	July 2012
Children in DSS Custody	12	12
Foster Care Services for children in custody of another state/county	0	0
Licensure of foster and adoptive homes	2	1
Adoption Assessments	0	1
Home studies for other Courts	2	3
Supervision of foster homes	4	5

Child and Family Services:

On July 1, 2013 Caswell County received custody of a 15 year old male from the Court System. The Court found the child to be Delinquent and Dependent and felt the child could not return back to his parents' home due to his behavior and supervision problems, a Dependency and Neglect petition was filed. Child was Adjudicated on August 6, 2013; he's placed at Central Children Home, until the appropriate level of placement can be identified.

On July 26, 2013 Dependency & Neglect petitions were filed on a sibling group; a 7 year old male and a 1 year old female. The children remain in an approved kinship placement outside the county, which the mother identified prior to her becoming incarcerated.

A 4 year old male exited care after being placed back in the parents' home for a trial home placement the previous month, the Court subsequently returned custody. DSS still assists the family as needed in efforts to maintain placement in the home.

Prepared By: Racquel Hughes
Child Placement Supervisor
August 12, 2013

Social Services Board Meeting
August 20th, 2013

EBT Issuance:

July 2013

Issuance \$628,756
Cases 2712
Individuals 5410

July 2012

Issuance \$611,293
Cases 2585
Individuals 5200

Workload Report:

July 2013

Applications taken 120
Applications approved 95
Applications denied 19
Overdue applications 0
Redeterminations 350

July 2012

Applications taken 117
Applications approved 97
Applications denied 20
Overdue applications 0
Redeterminations 275

Fraud Report:

July 2013 FNS recoupments \$1,689

July 2012 FNS recoupments \$2,967

Crisis Intervention Program (CIP) Report:

LIEAP

July 1, 2013 thru June 30, 2014

New allocations \$14,818
Total allocations to date \$14,818
Total CIP money used – July \$7,924
Available balance to date \$5,205.50
Applications approved 85 – July 66
Applications denied 1 – July 1

New Allocations \$0
Total Allocations \$
Available Balance \$0
Applications Pending 0
Applications Approved
Applications Denied

Trainings/Meetings

NC FAST Project 2&6 Training (Medicaid, TANF, SA, Refugee Assistance)

August 12-14

Attending: Kathy Zimmerman

August 14-16

Audrey Simpson
Carol Lynn

August 19-21

Attending: Katie Miller

August 21-23

Jennifer Holt
Wanda Connally

Respectfully submitted,
Jennifer Holt
Income Maintenance Supervisor II

REPORT TO THE CASWELL COUNTY DSS BOARD
CHILD PROTECTIVE SERVICES REPORT
FOR JULY 2013

CPS Family & Investigative Assessments

	July 2013	July 2012
1.Total Number of Reports Accepted for Investigation	16	20
2.Total Number of Reports Screened Out	3	3
3.Total Number of Reports Referred to other Jurisdictions	1	3
4.Total Number of Treatment Cases Transferred In	1	1
5.Total Number of Intercounty Investigations	0	0
6.Total Number of Courtesy Interviews/Assists	4	1
7.Total Number of Open Investigative and Family Assessments on the Last Day of the Month	15	20
8.Total Number of Active CPS-Case Planning/Case Management Cases (families) Open Last Day of the Month	6	9
9.Total Number of Malicious Reports Received	0	0

OTHER DEPARTMENT INFORMATION

- The Child Protective Services Unit is fully staffed.
- The Community Child Protection Team will meet for its quarterly meeting on August 20, 2013 at 8:30 am in the lower part of the Health Department Building.

Prepared by:
Racquel Hughes
CPS Supervisor
August 12, 2013

CASWELL COUNTY DEPARTMENT OF SOCIAL SERVICES BOARD REPORT
ECONOMIC INDEPENDENCE UNIT
AUGUST 20, 2013

WORK FIRST EMPLOYMENT SERVICES:

Employment Services staff have received no request for an extension of the 24-month local time clock for Work First Cash Assistance since the last Board Meeting.

• **Monthly AFDC/WFFA Case Profile Summary Comparison:**

	August 2013	August 2012
Total # WFFA Cases	40	60
Caseload Increase/Decrease From Previous Month	(-5) 45	(-1) 61
Child Only Cases	33 (83.00%)	42 (70.00%)
Single-Parent Cases	7 (21.21%)	19 (31.76%)
Cases Receiving Extension of Benefits	0	0
Average WFFA Payment	\$199.56	\$210.58

• **WFES / Pay After Performance/ Two-Parent Case Comparison:**

	August 2013	August 2012
Total # 2-Parent Households	0	0
Caseload Increase/Decrease From Previous Month	(-0-) 0	(0) 0
Benefit Diversion Cases	0	0
Non-Able Bodied Cases	0	0
Cases Meeting Work Requirement	0	0
Cases Not Meeting Work Requirement	0	0
New Application for Assistance	0	0
Average WFFA Payment	\$0.00	\$0.00

Please see reverse for Page 2

CHILD SUPPORT ENFORCEMENT:

- **Collection Information Comparison for the Caswell County IV-D Unit:**

	July 2013	July 2012
Net Current Month Collections	\$150,260.12	\$139,725.83
Monthly Collection Goal	Not Available	\$157,603.81
Net Previous Month Collections	\$160,459.85	\$168,634.98
Net YTD Collections	\$150,260.12	\$139,725.93
Collections Goal for the Year	Not Available	\$1,891,245.70
Percentage of Goal Met YTD	Not Available	73.88%
Target Percentage of Goal Met YTD	(1 mo.) 83.33%	[1 mo.) 83.33%

- **Child Support Enforcement Court Activity Report:**

	July 2013	July 2012
Number of Cases Scheduled/Heard	68/54	58/54
New Orders for Support Entered	0	4
New Current Support Payments	\$0.00	\$692.00/mo.
New Frequencies Toward Arrears	1	3
New Frequency Payments	\$100.00	\$198.00/mo.
Orders for Arrest	3	2
Jail Sentences	0	0
Purge Amounts	\$2,000.00	\$0.00
Total Payments Collected in Court	\$3,553.00	\$430.00
New Paternity Cases Established	1	0
Number of Modifications Heard	14	15

CHILD CARE SUBSIDY:

- **Comparative Summary of Child Care Subsidy Expenditures (CCDF, Smart Start & TANF):**

June Service Month Paid in July	2012/2013	2011/2012
Total Monthly Payment Amount	\$48,210.70	\$60,428.15
Monthly Unduplicated Child Count	125	169
Total Year-to-Date Expenditures	\$48,210.70	\$60,428.15
YTD Unduplicated Child Count	125	169
Total Allocation Available to Date	\$677,482.00	\$618,853.00
Traditional Spending Coefficient (1 mo.)	85.39%	117%

Child Care Subsidy Waiting List

The waiting list implemented on February 24, 2010 remains in effect at this time. We will be closely monitoring the funding available and the spending trends in the hopes of lifting the waiting list when it becomes feasible for us to do so. We also review our spending monthly with the Division of Child Development Subsidy Services Consultant, Belinda Thomas. As of August 20, 2013 we have 108-children on the waiting list.

Submitted by: Tonya Breedlove 8/20/13

SOCIAL SERVICES BOARD MEETING

August 20, 2013

I. No Overdue Application Report for July 2013

II. Medicaid Eligibility

August - 2012	August - 2013
Open Cases – 3,972	Open Cases – 3,983
Open People – 4,746	Open People – 4,776
Authorized People – 4,724	Authorized People – 4,614

III. North Carolina Health Choice

August - 2012	August - 2013
Open Cases – 219	Open Cases - 203
Authorized People – 321	Authorized People - 297

IV. SA (REST HOME)

August - 2012

August - 2013

Authorized People – 96

Authorized People - 89

V. Application, Reviews and Changes

	July - 2012	July - 2013
Applications Taken	166	168
Applications Approved	116	124
Applications Denied	35	51
Applications Withdrawn	5	2
Reviews	274	386
Total Changes	1,073	1,094
Terminated	123	125

VI. AFDC-EA: CASWELL COUNTY DSS DIDN'T SERVED 0 FAMILIES FROM THE

EMERGENCY DURING THE MONTH OF July 2013 totaling \$0.00

VII. REPORT CARD – July 2012

We are at 100% total for all programs: MAD – 100%, AAF – 100% MAA – 100%,
MQB– 100% MAF – 100% MIC – 100%, MPW – 100%, NCHC 100 %

REPORT CARD – July 2013

We were at 100% total in all programs: MAD - 100%, AAF – 100%, MAA – 100%
MQB - 100%, MAF – 100%, MIC – 100%, MPW – 100% AND NCHC –100%

**VIII. Cost Calculation Report for the Month of July 2013 County Share -
\$ 25.00**

**Cost Calculation Report for the Month of July 2012 County Share -
\$ 25.00**

IX. We all have be training for NC FAST

Mary Harrelson, Supervisor IMSII

August 8, 2013